



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

IN REPLY REFER TO:
StaO 5100.11F
DOSS
28 NOV 2001

Station Order 5100.11F

From: Commanding Officer, Marine Corps Air Station Yuma
To: Distribution List

Subj: Traffic Safety Program

Ref: (a) MCO 5100.8F
(b) MCO 5100.19E
(c) MCO P5102.1A
(d) StaO P5560.3A

Encl: (1) Drive safe Program
(2) Highway Safety Program Guidelines, Requirements, and Procedures
(3) Vehicle Safety Checklist

Report Required: Safety Belt usage report, due NLT 15 Feb for previous years.

1. Situation. Motor vehicle mishaps are the leading category of accidental death and injury to Marine Corps personnel. In addition to the physical and emotional impact of these mishaps on the victims and their families, the loss of specialized skills has a direct effect on their units and on the ability of the Marine Corps to perform its mission. Motor vehicle mishaps degrade mission capability.

2. Cancellation. StaO 5100.11E.
StaO 5100.5K.

3. Mission. To establish policy, responsibilities, and procedures for Marine Corps Air Station, Yuma's Traffic Safety Program, encompassing motor vehicle safety, traffic engineering, education, and enforcement, applicable both on and off MCAS Yuma and to establish regulations to enforce policy concerning the use of safety belts and other personnel protective equipment.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) Enclosures (1) and (2) establish Marine Corps Air Station Yuma's "Drive safe" program and Highway Safety Program Guidelines, Requirements, and Procedures. These programs purpose are to protect the force and preserve combat readiness. Enclosure (3) will be used for the inspection of vehicles.

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(b) Mishap analysis consistently shows that vehicle operator error and poor driving attitudes are primary causal factors in most motor vehicle mishaps. A properly implemented traffic safety program can influence these factors and reduce losses.

(2) Concept of Operations

(a) This Order is the guiding influence for all Marine Corps Air Station Yuma's traffic safety programs.

(b) Officers, Non Commissioned Officers, and supervisors at all levels shall ensure that strong emphasis is placed on the prevention of traffic mishaps.

(c) Traffic safety shall be incorporated into applicable training programs on a continuing basis.

(d) The Air Station Department of Safety and Standardization (DOSS) shall be the overseer of the "Drive safe" Program for MCAS Yuma.

(3) Subordinate Element Missions

(a) Commanders shall establish a written traffic safety program at the unit's location that supports and complements the program established by Marine Corps Air Station, Yuma.

(b) Commanders/OICs shall implement these policies for force protection in motor vehicle activities and operations.

5. Administration and Logistics.

a. This regulation governs all MCAS Yuma activities, including non-appropriated fund activities, which are involved with:

(1) The acquisition, operation, and maintenance of motor vehicles.

(2) The design, maintenance, or traffic control of activity road networks.

(3) The on and off duty safety of military personnel.

(4) The on duty safety of civilian personnel employed by MCAS Yuma.

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6. Command and Signal

a. Signal. This Order is effective date signed.

b. Command. The provisions of this order are applicable to individuals stationed at, attached to, deployed to or employed by MCAS Yuma, and all other individuals subject to the motor vehicle registration requirements.



MARK E. CONDRA

DISTRIBUTION: B

DRIVE SAFE PROGRAM

1. Organization

a. The Commander of MCAS Yuma has established and will maintain a Safe Driving Council.

(1) The council shall consist of the following members:

(a) The Commanding Officer (or designated representative) as Chairperson.

(b) Safety manager/officer (or safety specialist) who shall act as recorder.

(c) Provost marshal (or his designated representative).

(d) Motor transport officer.

(e) Director Substance Abuse Counseling Center.

(f) Semper Fit coordinator.

(g) A representative from each squadron/unit.

b. The purposes of the council are:

(1) To assist and advise the commander in establishing and maintaining an effective traffic safety program.

(2) To evaluate and recommend command policies concerning motor vehicles.

(3) To identify and correct traffic mishap trends.

c. The safe driving council shall meet quarterly, or more frequently if required.

d. The safe driving council shall maintain liaison with state and local traffic safety agencies, civil authorities and neighboring military commands.

e. Minutes of safe driving council meetings will be kept by the installation safety manager to ensure action items are monitored. A copy of the minutes will be provided to all council members.

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2. Requirements

a. Highway Safety Program Guidelines. The DoD will use the provisions of the Department of Transportation Highway Safety Program Guidelines to the extent that they are relevant to DoD activities. Marine Corps implementation, modified as necessary in consideration of military unique requirements and Marine Corps worldwide operations, are contained in MCO 5100.19 series.

b. Safety Standards for DoD Motor Vehicles

(1) Commercial vehicles, which are purchased, leased or rented by the Marine Corps shall meet all applicable requirements of 49 CFR 571, Federal Motor Vehicle Safety Standards (FMVSS).

(2) Marine Corps special purpose and tactical vehicles, whether purchased commercially or designed to contract specifications, shall be equipped when applicable with safety belts, and rollover protection, unless the Commander, Marine Corps System Command (COMMMARCORPSYSCOM) determines that such equipment unacceptably degrades an essential military characteristic.

c. Operator Duty Time. To reduce the potential for traffic mishaps caused by operator fatigue. The installation Commander has established specific peacetime duty hour limits for government vehicle operators. These duty time limits consider the degree of risk involved in various motor vehicle operations, e.g., weapons convoys, and public highway operations. Duty hour limits will include the following:

(1) With the exception of duty drivers, drivers will be provided with at least eight consecutive hours of rest (off duty) during any 24-hour period.

(2) When transporting hazardous materials, two qualified drivers will be assigned if the trip will require more than eight hours, and total driving time for both drivers will not exceed ten hours. Whenever possible, the same guidelines should govern drivers transporting ordinary cargo. In no case will a driver drive more than ten hours in a duty period, and the total duty period shall not exceed fifteen hours.

3. Investigation Reports and Records. Thorough mishap investigation is the primary means of obtaining facts surrounding a mishap. All available traffic mishap investigation and violation reports and records will be collected to provide a basis for traffic safety improvement. A copy of the reports will be sent to "Drive safe" program manager. The data will be analyzed prior to the quarterly Safe driving council to determine the nature of current trends or problems. This information will be passed to council members.

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4. Pre-Departure Safety Briefs

a. Pre-Departure Safety briefings shall be conducted by each unit for all Marines under 26 years of age prior to departure to a permanent change of station or traveling extended distances (beyond established out of bounds limits) on leave, extended liberty or TAD. Pre-departure briefs will include a vehicle safety inspection (enclosure (1)).

b. These briefings will be maintained in the Units safety office for one year.

5. Primary Program Elements. Mishap prevention is best accomplished through the application of principles in areas of engineering, education and enforcement.

a. Engineering

(1) Engineering methods reduce traffic mishaps by eliminating defects in vehicles and roadways and establishing better traffic control measures.

(2) Vehicle safety inspections will be conducted by OICs/NCOICs using enclosure (3). Safety inspections will be maintained for 1 year.

(3) Annual sign and road marking surveys will be conducted by the Provost Marshall to identify hazards. Work requests will be forwarded to Facilities for correction. A log will be maintained for follow up action.

(4) Drive Safe manager will maintain a motor vehicle mishap map. This map will be used to identify traffic hazard areas.

b. Education. A continuous education program shall be established to improve knowledge, skills, attitudes and judgment of all personnel operating or riding in or on motor vehicles. The following courses or assistance are available:

(1) Driver Improvement course is offered once a month.

(2) Motorcycle safety courses are offered twice a month.

(3) Assistance will be provided to the MCCS on any related topic on request.

(4) Assistance will be provided to any unit for safety stand-downs, briefs, etc. on request.

(5) Assistance or classes can be provided to any agency upon request.

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(6) Periodic articles will be run in the base paper, flyers handed out at special events, etc.

c. Enforcement is the promotion of mishap prevention by deterring dangerous and irresponsible behavior on the part of drivers, operators and pedestrians.

(1) Traffic violators can be assigned to a remedial drivers education class.

(2) Commanders can assign a Marine to a remedial drivers education class if desired.

(3) Mandatory remedial driver education for reinstatement of loss of base driving privileges.

(4) Travel distance limits are established for Marine Corps personnel on leave or liberty and contained in local leave policy orders.

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HIGHWAY SAFETY PROGRAM GUIDELINES,
REQUIREMENTS, AND PROCEDURES

1. Periodic Motor Vehicle Inspection

a. All DOD vehicles (including non-appropriated fund vehicles) must pass, at least annually, a safety inspection. Copies of this inspection will be maintained for two years. The inspections shall relate to safe vehicle performance to include lighting, glass, exhaust systems, wipers, horn, brake systems, steering systems, suspension systems, tires and wheel assemblies.

2. Motorcycle and All Terrain Vehicles (ATV) Safety

a. Operators of government and privately owned motorcycles (both street and off-road versions) must be appropriately licensed in order to ride aboard MCAS Yuma.

b. Operators of government or privately owned motorcycles, mopeds, or motor scooters (hereafter all included in the term "motorcycle") must successfully complete a rider/operator course.

(1) The safety course includes the following:

(a) The Motorcycle Safety Foundation (MSF) approved curriculum taught by MSF certified instructors.

(b) Hands on training.

(c) A performance based and knowledge based evaluation.

(d) Detailed vehicle and PPE inspection.

(2) The licensing and training requirements of this order apply to all motorcycles.

(3) Motorcycle training required by this order shall be provided during normal working hours at no cost to personnel (including annual leave).

(4) A statement attesting to the date and location of course completion will be entered into the unit diary for each individual who successfully completes the course. Service Record Book and Officer Qualification Record will be annotated also.

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c. Class registration

(1) Applicants must first report to the Provost Marshal's Vehicle Registration office, Building #952, with a valid state motorcycle license or learner's permit, proof of insurance, and valid registration.

(2) Applicants will then be given a one-day pass to report to Building #576. The Department of Safety and Standardization will conduct a motorcycle safety inspection and assign the applicant to the next available motorcycle safety class.

(3) The applicant must then report back to Building #952 for a temporary pass valid until the 1st Monday following course completion.

d. Course information

(1) The beginners Motorcycle Safety Course is held in the DOSS(bldg 576) classroom on the 2nd Tuesday, Wednesday, Thursday of the month. The class starts at 0730 and ends approximately 1600. Times may vary due to the season.

(2) The Experienced riders course is held in the DOSS (BLDG 576) classroom on the 4th Tuesday of the month. Class times are 0730 until approximately 1600. During the warmer months the class will be two half days starting Tuesday at 1200 and Wednesday at 0730 to accommodate for the heat.

(3) Unexcused absences will not be rescheduled for 90 days. No temporary base registration will be issued. Only one excused absence will be allowed and the rider must attend the next available class. Two absences will not be rescheduled for 90 days and no temporary permit will be issued.

e. Required Personal Protective Equipment

(1) The following is mandatory for all persons operating or riding as a passenger on a motorcycle aboard MCAS Yuma, and for all military personnel operating or riding on a motorcycle off the installation, on or off road, in uniform or civilian clothes:

(a) Helmet. A properly fastened (under the chin) protective helmet which, meets the standards of the Department of Transportation (DOT), or the Snell Memorial Foundation (SNELL).

(b) Eye Protection. Impact or shatter resistant goggles (protective lenses set in a flexible frame, i.e. rubber or plastic, and fit snugly against the face). Full-face shield attached to the helmet. A windshield, eyeglasses, sunglasses, safety glasses, or fairing alone is not considered proper eye protection.

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(c) Clothing

*(1) During the hours of sunrise to sunset. Bright colored clothing as the outer upper garment. The sleeves will cover the entire arm to the wrist. The torso will have a minimum 12 square inches of bright color centered on the body. The outer garment shall not be covered by back packs, camel backs, leather vests, etc. Cammies, flight suits, coveralls, military uniforms, black, olive drab, brown are not considered bright colors. While in uniform commercially available mesh/fabric vest worn properly as the outermost garment (to include backpacks) is required. The vest will be bright yellow, orange, or lime green in color and have 1 1/2" to 2" wide vertical or horizontal retro-reflective stripes front and back. Long pants covering the entire leg to the ankle. Full fingered gloves, preferably leather.

*(2) During the hours of sunset to sunrise. A commercially available mesh/fabric vest worn properly as the outermost garment (to include backpacks). The garment will be bright yellow, orange, or lime green in color and have 1 1/2" to 2" wide vertical or horizontal retro-reflective stripes front and back. Long sleeves covering the entire arm to the wrist. Long pants covering the entire leg to the ankle. Full fingered gloves, preferably leather.

(d) Footwear. Hard or rubber soled shoes with heels shall be worn at all times. The use of leather boots or over the ankle shoes is recommended. Soft material P.T. type shoes are not authorized.

(2) It is recommended that PPE for motorcycle operators during off-road operation also include knee, shin, and elbow guards along with padded full finger gloves.

f. Equipment Requirements

(1) Mirrors. No motorcycle will be operated on the installation without a rearview mirror attached to each side of the handlebars or fairing. They must afford a clear view to the rear of at least 200 feet.

(2) Seats. Each motorcycle passenger shall be provided with a regulation seat and footrests.

(3) Brakes. Motorcycles will be equipped with brakes on all wheels, except the wheels of a sidecar. Brakes must be capable of holding the vehicle in gear at idle while slowly releasing the clutch until the engine decelerates. All brakes will be maintained in good working order and free of leaks and/or frayed cables.

(4) Drive Guard. Chain, belt, and shaft drives must have a proper cover. Chain drives will be inspected for loose links and excessive play, 1 1/2 inch up and down movement from center of sprockets. Drive guards, sufficient to protect the rider and passenger, will be properly installed.

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(5) Fenders. Motorcycles will be equipped with front and rear fenders. Fenders may not be altered in any manner that leaves sharp or jagged edges.

(6) Fuel Tanks. The fuel tank filling spout must be closed by a cap or cover with no sharp points and must be made of noncombustible materials. There must be no visible fuel leaks.

(7) Horn. Every motorcycle must have a functional electric horn that is audible from a distance of 200 feet, but does not emit a whistle sound or an unreasonably loud or harsh sound.

(8) Muffler. Every motor vehicle subject to vehicle registration will have a muffler that prevents any unusual or excessive noise. It will not be equipped with a cut out, bypass, or similar device. The exhaust system will not emit noise above 82 dba, measured at a distance of 50 feet.

(9) Tires. No tire shall be used if it is worn so that less than 1/16 of an inch of tread depth remains in any two adjacent grooves at any location of the tire. Re-grooved tires are prohibited.

(10) Wheels. Wheels will have no visible damage. The front and rear wheels must be properly aligned, with no evidence of shimmy or wobble. No missing or broken spokes.

(11) Windshield. A windshield is not required. Red or amber glazing material is prohibited. Safety glazing material shall be used when replacing any glazing material in a windshield.

(12) Operator Control. The throttle, clutch, shift lever, and all other controls must operate smoothly with no sticking or binding. Cables must be firmly connected and serviceable.

(13) Lighting Equipment. Motorcycles will be equipped with a headlamp, license plate lamp, rear reflector, brake lamp, and tail lamp in good working order. Headlamps must have functioning high and low beams. If equipped the hi/low beam indicator must work.

(a) The headlamp will be mounted on the front of the motorcycle between 24 and 54 inches above the roadway. It will be of sufficient intensity to meet the requirements of the Arizona Vehicle Code. The headlamp will be on at all times while the motorcycle is in operation.

(b) License Plate Lamp. Either the tail lamp or a separate lamp is required to illuminate the entire surface of the license plate during darkness. The license plate must be legible from a distance of 50 feet. If a separate lamp is used, the switch controlling the tail lamp must control it.

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(c) Reflector on Rear. At least one approved red reflector, either separate or in combination with a required lamp, will be mounted on the rear of the vehicle between 20 inches and 60 inches above the roadway.

(d) Stop Lamp. At least one red stop lamp is required on the rear of the motorcycle. It must be actuated upon application of both the front and rear brakes, together or separately, and must be visible from 300 feet. Stop lamps will be mounted on the rear of the vehicle between 20 inches and 60 inches above the roadway.

(e) Tail Lamps. Will be red when illuminated and seen from 300 feet.

(f) Turn Signal. A turn signal system is required on all motorcycles originally equipped with turn signals. The system will include four turn signal lamps, 2 single-faced front lamps and two single-faced rear lamps, so connected that the front and rear lamps on the side toward which a turn is made will flash to indicate the turn. The lamps will be mounted as far apart as practical, but in no case be closer than nine inches, center to center.

(14) Prohibited Equipment

(a) Elevated handlebars. Handlebars shall not be positioned so that the hands of the driver, when upon the grips, are at or above their shoulder height when sitting astride the motorcycle. When seated in an upright position with arms extended to the front, the handgrips will come no closer to the driver than his wrists.

(b) Seats. Seats positioned in such a manner that the driver, when sitting astride the motorcycle, cannot reach the ground with his feet, are prohibited.

(c) Backrest. Backrests are designed for the purpose of back support, storage support, or appearance. Backrests will not have pointed ends or emblems with exposed sharp points. Additionally, they will not exceed 24 inches in height, measured from the surface of the un-depressed seat.

(d) Forks. Forks that have been extended through the use of slugs or other devices.

(e) Frames. Must be free of cracks or structural defects. The steering head will not be racked or stretched thereby offsetting the steering geometry.

3. Passengers. Passengers will have a seat and footrests securely fastened to the motorcycle. The passenger will ride behind the rider, or in a sidecar properly attached to a motorcycle.

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4. Driver Improvement Program (D.I.P.)

a. All military personnel under the age of 26 will complete a minimum of eight hours of classroom instruction in traffic safety designed to establish and reinforce a positive attitude toward driving. Individual responsibility and correct response to routine and emergency driving situations will be stressed. MCAS Yuma will use the American Automobile Association (AAA) Driver Improvement Program.

b. Conduct and Registration

(1) Driver improvement course will be held on the 1st Tuesday of the month. Classes start at 0730 until approximately 1600. Classes are held at Bldg 576. Uniform of the day is required.

(2) A statement attesting to the date and location of course completion will be entered into the unit diary for each individual who successfully complete the course. Service Record Book and Officer Qualification Record need to be annotated also.

(3) Class registration is done through unit safety/training reps through the chain of command. Classes will be scheduled via E-mail. pearcese@yuma.usmc.mil or fordm@yuma.usmc.mil.

(4) Unexcused no shows will not be rescheduled for 90 days. Only one excused absence is allowed, but must attend next class. Two excused absences will not be rescheduled for 90 days.

(5) Classes with less than 5 students will be rescheduled.

5. Remedial Driver Improvement Program (R.D.I.P.)

a. Remedial D.I.P. course will be held the 3rd Saturday of the month. The base traffic judge or unit Commanding Officer will assign personnel. All assignments will go through the Provost Marshals Office. Class starts at 0730 until approximately 1600. Classes are held in Bldg 576. Students will be in uniform of the day.

b. Revocation of driving privileges. Personnel must submit an AA Form to the Provost Marshall requesting remedial drivers class. Individual must be within 90 days of eligibility of reinstatement. The Provost Marshall assigns class dates.

c. Failure to complete course. Failure to attend or not attain a passing grade of 80% on course post evaluation will be automatic loss of base driving privileges. A letter of attendance and score will be sent to the Provost Marshall and Traffic Court Judge upon completion of the class.

d. Only the Provost Marshall can excuse a remedial driver's absence.

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e. The course shall provide eight hours of classroom instruction covering attitude, fatigue, driver impairment due to the use of alcohol or other drugs, consequences of improper/poor driving habits, and other appropriate topics. Instruction shall include a discussion with students covering the reason(s) they are in this class.

6. Emergency vehicle Operator Training

a. In addition to the driver selection and training requirements prescribed by the Secretary of Defense, the following training is required during on duty time and at no cost or expense to civilian employees, to include annual leave.

(1) Prior to assignment to drive DoD police vehicles, ambulances, fire trucks, and crash and rescue vehicles; individuals shall complete an emergency vehicle operator's course (EVOC). This requirement applies to explosive ordnance disposal (EOD) and hazardous material (HAZMAT) response vehicle operators if the vehicle is operated in an emergency response mode with lights and sirens. The National Highway Traffic Safety Administration's (NHTSA) emergency vehicle operator's course conducted by an approved instructor or other training approved by the CMC. All operators of these vehicles shall complete the training every three years as directed in DoDInst 6055.4

(2) Operators of Marine Corps owned buses shall successfully complete a local, state recognized bus operator training program or other training approved by CMC (SD)

b. Training requirement in paragraphs 5a (1) and (2) above shall include the following elements:

(1) Applicable laws and regulations.

(2) Safe operating practices under normal and emergency conditions.

(3) Operator inspection and primary preventive Maintenance.

c. A certifying official shall indicate to the issuing official for the U.S. Government Motor vehicle operator's Identification card (346) that the individual driver has met the above requirements and fully understands the operational peculiarities of the vehicle. This training shall be documented on the operator's qualification and performance record.

7. Driver Licensing. Personnel assigned as assistant drivers should hold at least a learner's permit for the type of vehicle to which assigned.

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8. Codes and Laws. To the maximum extent practical, MCAS Yuma traffic codes assimilate the traffic codes of the state of Arizona.

9. Traffic Violations

a. All traffic violations occurring on MCAS Yuma may be referred to the applicable base traffic court, U.S. magistrate, or state or local judicial authorities in the interest of impartial judicial determination and effective law enforcement.

b. MCAS Yuma personnel shall not be authorized to operate government motor vehicles during the following:

(1) Periods of suspension or revocation of operator's license by any state.

(2) Periods while base driving privileges are suspended or revoked for driving under the influence of alcohol or other drugs or other traffic violations that constitute a "moving violation" of MCAS Yuma, State, or Federal traffic codes.

10. Impaired Driving

a. Marine Corps Air Station Yuma has established a Service Impaired Driving Task Prevention Force (SIDPTF) chaired by the Drive Safe Program Manager.

(1) Chairman Drive Safe Program Manager.

(2) Director Alcohol abuse counseling center.

(3) Local Law enforcement.

(4) Provost Marshall.

(5) Semper Fit Coordinator.

b. The SIDPTF will be held quarterly in conjunction with the safe driving council.

c. Submit quarterly impaired driving reports to Drive safe manager.

d. Public information and education efforts to prevent impaired driving will be conducted at all levels on an ongoing basis, using available resources including community special emphasis programs, classes, newspapers, posters, and displays. The information should emphasize alternatives to alcohol impaired driving, such as a designated driver and taxi services.

e. While driving or riding in motor vehicles on MCAS Yuma, operators/passengers are prohibited from having open containers of

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alcoholic beverages in or near the passenger compartment.

11. Accident Investigations, Reporting and Analysis. All accidents that involve government vehicles or Marine Corps personnel will be investigated and reported in accordance with the requirements of reference (B).

a. Accurate identification of mishap locations and an analysis of high incident locations.

b. Application of corrective measures to lessen the amount of on-base traffic hazards per reference (b).

c. Close coordination between Marine Corps activities and local officials to resolve traffic problems of mutual concern.

d. Forwarding data collected under paragraph 9B(a) annually by 31 October to the CMC for consolidation and distribution to the Military Traffic Management Command (MTMC).

12. Emergency Medical Services. Marine Corps Air Station Yuma will ensure procedures exist to:

a. Provide rapid identification and response to traffic mishaps.

b. Sustain and prolong life through proper first aid both on the scene and in transit.

c. Provide the coordination, transportation and communications necessary to bring the injured to definitive medical care in the shortest practical time without creating additional hazards.

13. Pedestrian and Bicycle Safety

a. Pedestrian safety shall receive emphasis as a part of the overall traffic safety program. To include separation of pedestrian and motor vehicle traffic and provisions for an adequate number of sidewalks, pedestrian crossings, and bicycle paths to ensure maximum safe traffic flow without jeopardizing pedestrian safety. An inventory of pedestrian-motor vehicle mishaps shall be maintained and included in the analysis program required by paragraph 9, above.

b. Particular emphasis shall be placed on the protection of children walking to and from school, entering and leaving school buses and playing in military housing areas.

c. Appropriate fluorescent/retro-reflective PPE will be provided to and utilized by, Marine Corps personnel who are exposed to vehicle traffic during their assigned duties; e.g. marching troops, road guards,

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traffic control personnel roadway maintenance crews, electrical and phone repair personnel near roadways.

d. Individuals will not jog, run or walk on roadways during high traffic density and peak traffic periods. Personnel should jog in patrolled areas and wear light colored clothing. During reduced visibility and/or after sunset personnel will wear retro reflective clothing, vest or belt. Personnel shall jog facing traffic.

e. Bicycle safety will be emphasized at MCAS Yuma and all activities as an important part of the Marine Corps Air Station Yuma's traffic safety program.

(1) Helmets will be worn by all personnel aboard the Air Station. They will meet at least the ANSI or SNELL standard.

(2) All bicycles will be equipped with a rear reflector. Bicycles operated during the hours of darkness will also be equipped with a white headlight visible from the front. Bicycles shall be equipped with spoke/wheel-mounted reflectors for increased visibility from the side. To enhance visibility, bicycle riders will wear light color clothing during the day and reflective clothing at night.

f. Local policy on the use of roller skates, skateboards, and in-line skates (roller blades) on MCAS Yuma are specified in detail in StaO 5100.16.

g. The wearing of portable headphones, earphones, or other listening devices while operating a motor vehicle or while jogging, walking, skating, skateboarding, or bicycling on roads and streets of MCAS Yuma is prohibited. The use of these devices prevent recognition of emergency signals, alarms, announcements, the approach of vehicles, human speech and the ability to determine the direction from which the sound is coming. This prohibition does not apply to hearing aids nor does it negate the requirement for wearing hearing protective equipment where conditions dictate their use or the use of communications type equipment for official Marine Corps business.

14. Debris Hazard Control and Cleanup

a. Provost Marshall's Office will establish written standard operating procedures for the orderly and safe clean up of spills, debris and wreckage from roadways resulting from motor vehicle mishaps.

b. Environmental will establish mutual aid agreements with local authorities to assist in the removal hazardous materials being moved by Marine Corps owned vehicles involved in mishaps.

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15. Speed Control

a. Speed limits (maximum/minimum) established for MCAS Yuma shall be based on the traffic engineering requirements and are consistent with the state and local laws. Programs shall stress strict compliance with these speed limits, except during bona fide military emergencies.

NOTE: Maximum speed aboard Marine Corps Air Station Yuma is 25 MPH unless posted.

b. The use of radar or laser detection devices to indicate the presence of speed recording instruments or to transmit simulated erroneous speeds is prohibited.

16. Occupant Protection

a. All commercial vehicles purchased, leased or rented by MCAS Yuma shall be equipped with the restraint systems (safety belts) required by FMVSS. Every effort shall be made to procure or lease vehicles equipped with air bags (preferably for both driver and passenger), anti-lock brakes and daytime running lights. Government tactical vehicles, designed to contract specifications, shall also be equipped with restraint systems and rollover protection when applicable unless the CMC determines that such equipment will unacceptably degrade the essential military characteristic.

b. Restraint systems will be worn by all operators and passengers of U.S. Government vehicles on or off MCAS Yuma. The senior occupant is responsible for ensuring that this requirement is observed. If the senior occupant cannot be determined the driver is responsible for enforcement.

c. All personnel (military, civilian, dependents, contractors, non appropriated fund employees, visitors, etc.) operating or riding as a passenger in a privately owned or rented motor vehicle on MCAS Yuma shall ride only in designated seating positions equipped with safety belts and shall wear the safety belts. Safety belts will also be used when the private motor vehicle (PMV) is being used for official business off the installation.

d. Restraint systems will be worn by all military service members and reserve component members on active federal service, or inactive duty for training, while driving or riding in a PMV whether on or off duty, on or off DoD installation.

17. Restraint Systems

a. All children under the age of four, or weighing less than 45 pounds, shall use an infant or child safety seat in a proper manner, as approved by the Department of Transportation, while riding in a PMV on MCAS Yuma.

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(1) A child seat loaner program will be established

(2) Clinics shall be established to check safety seats for proper installation.

b. Restraint systems will be kept in a serviceable condition and will be readily available for occupant use.

c. To the highest extent possible, personnel shall be transported in passenger vehicles such as sedans, station wagons, vans, or buses. Occupants shall be seated when the vehicle is in motion. Personnel may be transported in vehicles without fixed seats on the flight line only, if the passenger remains fully seated on the floor.

d. MCAS Yuma has established educational programs addressing the mandatory use of safety belts in private motor vehicles.

(1) Articles stating requirements will be run periodically in the base news paper.

(2) Seatbelt use will be included in all driving briefs.

(3) Seatbelt awareness can be a topic at special events and promotions.

e. In cases of noncompliance, corrective measures with respect to the offender supervisor will be taken as appropriate. Nonuse or malfunction of government motor vehicle restraint systems which result in injury to DoD personnel shall be identified along with actions taken to prevent reoccurrence, in the mishap reporting system, implemented by reference (c).

f. The provisions of this order are punitive in nature. All Military personnel while aboard MCAS Yuma who violate the requirements of this order are subject to punitive measures.

ENCLOSURE (2)

VEHICLE SAFETY CHECKLIST

1. In accordance with MCO 5100.19 series Pre-Departure Safety briefings shall be conducted for all Marines less than 26 years of age prior to departure to a permanent change of station or traveling extended distances (beyond established out-of-bounds limits) on leave or extended liberty.

NOTE: Pre departure inspections **are not required** if individuals stay within the following limits in accordance with StaO 1050.2R:

(1) One day special liberty - 60 miles

(2) Two day special liberty - 200 miles (may be extended to include Las Angeles and Las Vegas)

(3) Three day special liberty - 300 miles

(4) Four day special liberty - 500 miles

2. The following checklist shall be used:

Date _____ Age/Rank/Name _____

Inspector's Rank, Name _____

Year _____ Make _____ Model _____ License plate # _____

POV/Motorcycle	Pass	Fail
Drivers license	_____	_____
Insurance	_____	_____
DIC/MSF card	_____	_____
Roadside emergency service plan	_____	_____
Previous 24 hour events (fatigue i,e, duty, work, etc.	_____	_____
POC's (Duty officer, OIC, NCOIC,)	_____	_____
Engine (oil level/chng, leaks, cables/hoses worn/loose)	_____	_____
Headlights (Hi/low beam, clean,)	_____	_____

ENCLOSURE (3)

StaO 5100.11f

28 NOV 2001

Brake lights (operational,
cracked/missing lenses)

Tail Lights (both lights)

Turn signals (front, back)

Emergency Flashers (operational)

Back up lights (operational)

License plate lights (operational)

Tires (thread depth 1/16", inflation,
cracks, bulges, recalls)

Spare tire (inflated, jack, wrench)

Widows/eye protection (clean, cracked)

Windshield wipers (blades, operational)

Mirrors (inside, outside, cracked, missing)

Seat belts/ Helmet (operational/DOT approved)

Brakes (operational, front/back, parking,
fluid, leaking/level)

Exhaust system (holes, missing)

Horn (operational)

Emergency equipment (first aid, warning device,
flashlight, tools)

Motorcycle PPE (long pants/sleeves, gloves,
helmet, boots)

ENCLOSURE (3)